

TeamWorks Travel and Expense Fees

Booking Fees: Travel Inc

Online Booking for Air, Car and/or Hotel
 Agent Assisted Booking for Car and/or Hotel
 Agent Assisted Booking for Air and/or Car, Hotel
 After hours agent assistance via phone
 \$ 4.27/Itinerary
 \$ 4.75/Itinerary
 \$20.33/Itinerary
 \$18.00/Call

Note: There is no fee for calls to the Travel Inc Technical Support Desk.

Concur: Expense Report Fees

• Expense Report Submission \$ 4.93/Expense Report

Other Concur Fees to access best rates per contract

Varies

AirPlus - No Fee